



# State Board of Fire Services



## MEETING MINUTES Thursday, June 15, 2017 CAL FIRE - Office of the State Fire Marshal 1131 'S' Street, Sacramento CA

Chair/Ex-Officio  
**Dennis Mathisen**  
State Fire Marshal

Vice Chair  
**Jerry Davies**  
Insurance Industry

Members:

**Vacant**  
California Metro Chiefs

**David Gillotte**  
International Association  
of Fire Fighters

**Steve Kovacs**  
Fire Districts Association of  
California

**Frank Lima**  
California Labor  
Federation

**Michael Lopez**  
CAL FIRE Firefighters,  
Local 2881

**Robert Magee**  
City Government

**Lou Paulson**  
California Professional  
Firefighters

**Russell Rawls**  
California State  
Firefighters Association

**Michael Smith**  
California Fire Chiefs  
Association

**Anne Walker**  
Fire District

**Michael S. Williams**  
California State  
Firefighters Association

**County Government**  
(vacant)

Ex-Officios:

**Janet Barentson**  
CAL FIRE

**Mark Ghilarducci**  
California Governor's  
Office of Emergency  
Services

**Dan Terry**  
California Fire Fighter  
Joint Apprenticeship  
Committee

### MEMBERS PRESENT:

(\* attended via conference call)

Dennis Mathisen, State Fire Marshal, CAL FIRE - Office of the State Fire Marshal  
Janet Barentson, Chief Deputy Director, CAL FIRE  
Lou Paulson, California Professional Firefighters  
Russell Rawls, California State Firefighter Association  
Anne Walker, Fire District  
Michael S. Williams, California State Firefighter Association  
\* Jerry Davies, Insurance Industry  
\* David Gillotte, International Association of Firefighters  
\* Frank Lima, California Labor Federation  
\* Michael Lopez, CAL FIRE Firefighters, Local 2881  
\* Robert Magee, City Government  
\* Michael Smith, California Fire Chiefs Association

### MEMBERS ABSENT:

Mark Ghilarducci, California Governor's Office of Emergency Services  
Dan Terry, California Fire Fighter Joint Apprenticeship Committee  
Steve Kovacs, Fire Districts Association of California

### STAFF:

James Parsegian, Deputy State Fire Marshal  
Kevin Conant, Fire Service Training Specialist III  
Jim Eastman, Fire Service Training Specialist III  
Rose Jordan, Administrative Assistant I  
Michael Richwine, Assistant State Fire Marshal

### GUESTS:

Taral Brideau, California Fire Fighter Joint Apprenticeship  
Kim Zagaris, CALOES  
Anne Staines, Sagent Marketing  
Katie Mothersell, Sagent Marketing

### I. CALL TO ORDER

Dennis Mathisen

- ROLL CALL/Determine Quorum

Chair Dennis Mathisen called the meeting to order at 10:00. Roll was called.  
**Quorum established at 10:07 am.**

- Approval of the State Board of Fire Services (SBFS) minutes from February 23, 2017 meeting (Discussion/Action) [Attachment 1](#)

Dennis Mathisen opened the floor for discussion on the February 23, 2017, SBFS meeting minutes. Two amendments suggested – one is to move Michael Richwine's name to the "Staff Present" section and the second is to add the word "prevention" to page 5 under Russel Rawls' second comment.

**Motion – Gillotte made a motion to approve with the two amendments; motion was seconded by Williams. Paulson and Smith abstained. Board members approved the February 23, 2017 minutes at 10:10 am.**

Dennis Mathisen explained that in the past, the minutes for the SBFS meetings have been taken as transcription. He asked the Board Members if they felt it necessary to continue this practice or if they would approve the taking of the minutes as a narrative or summary. All members approved of the taking of the minutes in the future as a narrative or summary.

- Announcements
  - Mathisen – His position as State Fire Marshal has been approved by the Governors Confirmation Committee and is now waiting for the Senate approval.

## II. CONSENT ITEMS

### A. State Fire Training Division

1. Approval for reaccreditation of Accredited Regional Training Programs/Accredited Local Academies  
(Discussion/Public Comment/Action) [Attachment 2]  
Seeking SBFS approval for the reaccreditation of Rio Hondo College and College of the Desert.
2. Sacramento City Fire Department Accredited Local Academy (ALA) Application  
(Discussion/Public Comment/Action) [Attachment 3]  
Seeking SBFS approval for accreditation of Sacramento City Fire Department as an Accredited Local Academy (ALA)

**Motion – Paulson made a motion to approve; motion was seconded by Walker. Board members unanimously approved at 10:15 am.**

## III. PROGRAM and ADVISORY COMMITTEE REPORTS

### A. State Fire Training Division (Information/Discussion/Action)

Kevin Conant/Jim Eastman

#### 1. Mission Alignment Objectives

##### A. Curriculum Development and Delivery

##### i. Approval of Fire Service Labor/Management Relations

(Discussion/Public Comment/Action) [Attachment 4]

Seeking SBFS approval of Fire Service Labor/Management Relations curriculum and materials.

**Motion – Williams made a motion to approve; motion was seconded by Paulson. Board members unanimously approved at 10:23 am.**

##### ii. AH-330 Strike Team/Task Force Leader

(Discussion/Public Comment) [Attachment 5]

Informational only

##### iii. Incident Management of High Rise Fires

(Discussion/Public Comment) [Attachment 6]

Informational only

##### iv. Company Officer Standards and Curriculum Update

(Discussion/Public Comment) [Attachment 7]

Informational only

##### v. SFT Curriculum Update Packages

(Discussion/Public Comment) [Attachment 8]

Informational only

#### B. Instructor Updates

##### i. FSTEP Instructor Curriculum

(Discussion/Public Comment) [Attachment 9]

Informational only

##### ii. Certified Instructor Experience Requirement Change

(Discussion/Public Comment) [Attachment 10]

Informational only

##### iii. Future SFT Instructor Requirements

(Discussion/Public Comment) [Attachment 11]

Informational Only

#### C. Company Officer Task Book Update

(Discussion/Public Comment/Action) [Attachment 12]

Seeking SBFS approval of the revised Task Book – amendment to be made explaining change from "Rank" to "Position"

**Motion – Barentson made a motion to approve with amendment; motion was seconded by Williams. Board members unanimously approved at 10:25 am.**



D.Fire Engineering Division *(Information/Discussion)*

James Parsegian

- a. Fireworks Update-The last two years have been funded in order to dispose of seized fireworks. Of the 322,000 lbs collected, 307,000 lbs. were destroyed. If departments in your jurisdiction have collected illegal fireworks, be sure to notify the OSFM so that when funding for this year has been identified, we will be able to a dispose of collected fireworks.
- b. Automatic Extinguishing Systems-Sprinkler Fitter Certification Update  
[Attachment 13] Information only

IV. OLD BUSINESS

- A. Position Statement on SBFS/CHP Cooperation *(Information/Discussion/Action)*  
[Attachment 14]

Mike Richwine

CHP has not responded to the letter sent by OSFM. A formal statement will be issued by members of SBFS, and will be prepared by Chief Richwine and Board member Williams.

V. NEW BUSINESS

- A. CAL FIRE Ready for Wildfire App *(Information)*  
Katie Mothersell and Anne Staines from Sagent Marketing presented a Power Point presentation about the new app for cell phones.
- B. State Board of Fire Services FY 2017/2018 Work Plan *(Information/Discussion)*  
Dennis Mathisen suggested a working group to consider items and make recommendations to the full board. He mentioned the following topics: Wildfire Prevention, annual meeting with STEAC, Statewide Incident Management information, CSU-San Marcos, cancer and behavioral health regarding firefighters, homeless, and budget proposals. Volunteers include Jerry Davies, Michael Williams and Anne Walker.
- C. Board Member Information Packets *(Information)* - Topic to be tabled until a future meeting.

IV. MEMBERS ORGANIZATION UPDATES

Barentson – Discussed the budgetary process and drought funding. She stated that the fire season will be extended for staffing and there will be 52 engines year round.

VI. PUBLIC COMMENT

No public comment received.

VI. MEETING DATES

- A. Meeting dates for 2017 are: February 23<sup>rd</sup>, June 15<sup>th</sup>, August 24<sup>th</sup> and November 16<sup>th</sup> (moved up one week due to the holiday).

VII. MEETING ADJOURNMENT

**The meeting was adjourned with a motion by Davies and second by Williams. All were in favor and meeting was adjourned at 12:15 pm.**

This notice has been posted on the Office of the State Fire Marshal web site at <http://osfm.fire.ca.gov/boardfireservices/boardfireservices.php>

Copies of the written materials will be made available to the public at the meeting location, Office of the State Fire Marshal, 1131 'S' Street, Sacramento, CA 95811. Meeting access was also available at the following addresses: 26540 Indian Service Rd., Highland, CA 92346, 16275 Grand Ave, Bldg D, Lake Elsinore, CA 92530, 1571 Beverly Blvd, Los Angeles, CA 90026, 3460 Fletcher Ave, El Monte, CA 91731

For information concerning the Board meeting, please contact Rose Jordan at (916) 445-8434 or [rose.jordan@fire.ca.gov](mailto:rose.jordan@fire.ca.gov).

Any written reports being provided to the Board members in advance of the public meeting will also be available to the public upon request. In accordance with Title II of the Americans with Disabilities Act of 1990, reasonable accommodations are available. Request for reasonable accommodations should be made at least five (5) working days prior to the meeting date. To request reasonable accommodations, including documents in alternative formats, please contact Rose Jordan.